

FALL PAC NOTES – OCTOBER 20 – 22, 2015

General - Meeting was held in Tulsa, OK at the Tulsa District office. Administrative work was completed on days one and two, field trips to Tenkiller Ferry Lake, OK and Big Hill Lake, KS to meet with staff and partners filled days two and three.

EIP/Volunteer – Team reviewed plaque ideas. Miriam will make a mockup of the Allatoona award for review by the Foundation along with cost estimates. Heather will get with Greg Miller to get approval by December. Volunteer award will flip the coin so the volunteer side shows.

Scoring returned to Miriam NLT 8 Jan 2016. Review call on 12 January 1100 EST.

Award ceremony date tentatively scheduled for the week of April 11, with the week of April 18 as the alternate and April 4th as last choice.

CA Toolkit – Stacy reviewed the toolkit for how to develop a Cooperating Association. Titus indicated that there is a website where you can monitor the progress of your 501(C)3 application on the IRS website. Stacy will clarify indemnity requirements for CA. Stacy will clarify that agreement language can be modified with approval of OC.

Heather asked that everyone review and track changes. Stacy will get the draft to the team prior to 5 November. Team will have comments back to Stacy or Taylor by 30 November. Heather would like to include the Corps Foundation so we could co-brand it. Heather will work with them to set a suspense, hopefully by mid-January. Once we've included their input, send it to a few of our CA's to get their opinion on whether it makes sense or not to get on-the-ground expertise included. Each PAC will identify one CA to help review document when the time comes. LRD will work with Caesar Creek, MVD will work with DeGrey, NAD will work with Tiago or Jennings Randolph; NWD will work with Libby; SAD will work with Friends of MST or Clean Jordan Lake; SWD will work with Beaver Lake Foundation. Try to get these back by mid-March. End product by late spring.

PROSPECT – KC Alana, Titus, Allison, Taylor (Audit). Anthony asked for final slides. Heather will make her final changes and each instructor should review their slides by 10 November with final versions on SharePoint by 13 November. Field trip is to Melvern, Pamona, and Clinton. Meeting with actual partners at Melvern.

Bay Model – Allen, Taylor, and Stacy (Miriam will be an alternate). Heather will send the agenda to instructors after the KC class to select sections. Taylor will get first dibs on selections. Hotel is Holiday Inn Express Mill Valley.

FY 17 – Caesar Creek is a possibility – Allen will contact Chris. Titus volunteered Little Rock in the fall. Alton/St Louis is a possibility in June – Stacy will coordinate with Rosie. Pittsburgh is fine if we can figure out a 1 day field trip—Allison will investigate.

Foundation – The Foundation needs as many ways to collaborate with us that don't involve a lot of time. During their last meeting they discussed communicating successes better.

They are willing to work with us on grant applications as long as they can receive an admin fee. Heather discussed making finding grants a focal point. Allen suggested giving bonus points to anyone using the Foundation (a grant received through the Foundation).

Heather suggested we divvy the possible grants out and determine whether they are feasible. We could propose a possible grant through the Corps Foundation that might be able to fund those applications that didn't receive funding from the Handshake process. Allen indicated the projects need to do the research themselves, but that we needed to provide the information to them. The team decided we would send the list of potential grants to those Handshake applications below the cut line and suggest they partner with the Foundation to get those packages funded.

Titus suggested since the Foundation isn't able to get the grants portion off the ground without the Corps doing most of the work, maybe their niche needs to be advocacy not grants. Heather indicated they can only lobby up to a certain portion of their time, but that is not one of their missions or objectives.

Taylor indicated no one in the field knows about a Foundation or the Handshake program. There needs to be better communication to the field.

SOP for Cooperative agreements – Draft is almost complete and ready to send out to the Grants and Agreements Officers for review. Heather will send it to the PAC at that time for informational purposes only until she gets the comments back. Once this goes from Grants and Agreements Officers, it will get routed to HQ. This is primarily a tool for Grants Officers. Alana indicated there isn't anything in there about sole source. Heather asked Alana during her review to put that language in where it needs to be.

OMBIL - \$6.1M in partnership value so far this year. Allison asked about inactive partnerships. How long do you keep a partner in OMBIL that was inactive for multiple years? There isn't a timeframe. If you think they may become active again, you should leave them in.

Alana indicated Dena is trying to work with the contractor to try to link local groups to the National partner when the project hasn't taken the time to go through the filtering process.

ES was added as a primary purpose. Co-Partners and Description was added to the report as was primary business line. You can change the primary business line later. All the partners prior to 2015 show up as rec but can be changed. Alana, Heather and Allison are going to

divvy that up to see if they can determine ES and change those as well as all the QA on the FY 15 data. Parent Organization will show on the report in FY 16 for HQ sorting purposes. They will get Dena a list of all the local duplicates so they can be removed.

ATB – Not much to discuss. Heather just wants us to understand how the volunteer pass works. Volunteer coordinators don't have access to volunteer.gov. Heather will work with Diane Stratton to determine how our volunteers can track hours in volunteer.gov and how our volunteer coordinators will be able to verify the hours. We will continue doing the Corps 100 hour Annual Pass. Corps starts participating in this program on 1 January. Will become part of PROSPECT when we have clearer information on how the program works exactly.

Bass Pro – Did two events in MO. We would like to do more of these. What should we suggest for next year? Possibly Nashville. Lanier can't support to the level they would want. We are going to table this for right now. By 1 December, have everyone give Heather their Division suggestions as to who would be open to partnering on this event, i.e., having it at their lake.

Troop Labor – Contributions policy needs to be updated to address this issue. We can't do this under current authorities with Federal Reserve units but we can with Guard units IF we update our policy. Will be in work plan.

Ranger Conference – If we are going to have workshops where Foundation members live, they would like to come brief on it. Heather suggested Nancy Rogers might be able to come to the one in SPD annually in Feb/Mar. SAD is having one in Athens, GA the week of March 21. NAE has one every year the second to the last week in October. SWD is having one 23 – 25 February. NWD is planning one for FY 17. Avis Kennedy would be a contact for LRD. Everyone needs to request a list from the Districts of when they have ranger workshops.

NWD replacement– Heather is going to put out a message out next week with a month for responses. The goal is to get whoever will replace will be able to get on call with Alana in December. Alana's suggestions: Jonas Grundman in Omaha, the other Taylor Johnson at Albeni Falls, Scott Rice, Cam Bishop from Willamette, Chris Alford in Walla Walla, Heath Kruger in KC. Heather suggested Alana send these folks a message to ask if they are interested after the announcement comes out.

Handshake – Cannot fund MR&T projects. Lynn Neher thinks he could get other funding to fund projects that have winning applications. Lynn asked that we continue to review and find if it's worthy and he will try to find funding for it.

October 30th is the suspense for final scoring returned to Allen. Team decided that scores for applications not following the rules (i.e. exceeding page limits, exceeding section limits, using previous year forms) would be reduced by 100 points. Discussions will be by phone on 3 November, 1400 EST. Winner memo out before Thanksgiving.

Handshake Review – Taylor indicated she said she felt there were some that had partners just to get money but the partner wasn't really doing anything.

Next year we will not send out application in a word document. Folks must go to the Gateway to get it.

Heather indicated we needed to require them to tell us what portion of the project is funded by Handshake funds and the cost breakdown. This should be a required element in the Partnership Value section.

Heather wants to cap the conclusion to 500 to force projects to enter the data where it needs to be, and not force evaluators to dig for the information.

Discussion on how to handle those who didn't follow directions. Group decided to take off 100 pts (regardless of how many errors) to keep it in line with bonus points.

Heather indicated during the webinar we need to include top failures.

Handshake Exercise – The exercise for Handshake Program at the Kansas City Prospect will be incorporated into the slides presentation. Team reviewed the suggested changes

To make participation random, Stacy suggested pulling folks name out of a hat instead of asking for volunteers. Heather indicated this was better because we needed to get away from asking for volunteers to generate more participation.

Heather indicated assigning seats randomly on the first day to mix students up to meet new people beyond their district or project.

Work plan – Gateway pages: Handshake & Challenge Partnership/Allen, Contributions & Partnership Awards/Miriam, Volunteers & Partnerships in OMBIL/Allison, Cooperating Association & Cooperative Agreements/Stacy, Economy Act & Military/Alana, MOU/MOA & Water Safety – Taylor, Training & National Partners/Titus, the rest/Heather. Suspense by 31 December.

Heather will approach Pam Doty again to try to get some participation in our meetings to see how or if we can assist the Water Safety Program. Allen will add Pam Doty to the monthly webinar invitation.

Everyone needs to make sure they are doing their bi-annual District POC meetings.

Discussion of webinars. Will have 2 webinars a month including partnership webinars:

4 OMBIL sessions is all that's needed down from 1 Aug, 2 Sep, 1 Oct;

Allen will do 3 handshakes in May, July & Aug

Stacy will do Partnerships 101 in Jan

Titus will do Volunteers in Feb

Miriam will do Military in May

Heather will be doing 2 WRRDA webinars for 1047(d)(e) whenever the ASA signs it.

Titus/Taylor will do Cooperating Association Toolkit

Due Outs

All:

Handshake scores returned to Allen by October 30.

EIP/Volunteer scores returned to Miriam by 8 Jan 2016.

Review, with tracked changes, CA toolkit and return comments to Stacy and Taylor by 30 November.

Identify one CA, as identified in notes, to help review Toolkit by mid-March.

Give Heather your Division suggestions as to who would be open to having a BassPro event at their lake next year by December 1.

Everyone needs to request a list of dates from the Districts of when they have ranger workshops scheduled so we can try to include Foundation in the invitation.

Review assigned Gateway pages by end of December.

Heather:

Get with Greg Miller on EIP award mock up for Foundation Approval by end of December.

Make final changes to PROSPECT slides by 10 November and post on SharePoint by 13 November.

Send Bay Model agenda to instructors after KC class to select sections.

With Alana and Allison try to determine which Rec partnership need to be ES.

Heather will put out an announcement by 30 October for NWD replacement.

Remember to do your bi-annual District POC meetings.

2 WRRDA webinars for 1057(d)(e) whenever ASA signs it.

Allen:

Contact Chris Rapenchuck about holding FY 17 PROPSECT at Caesar Creek.

Review Handshake and Challenge Partnership Gateway pages by end of December.

Handshake webinars May, July & Aug 2016

Miriam:

Get a mock-up of the Allatoona award for review by the Foundation along with cost estimates.

Review Contributions & Partnership Awards Gateway pages by end of December.

Military webinar in May 2016.

Stacy:

Clarify indemnity requirements for CA

Clarify that agreement language can be modified with approval of OC.

Check with Rosie Burrick about hosting PRSOPECT at Alton/St Louis.

Review Cooperating Association & Cooperative Agreements Gateway pages by the end of December.

Partnerships 101 webinar in Jan 2016.

Allison:

Investigate possibility of 1 day field trip if PROPSECT held in Pittsburg.

With Alana and Heather try to determine which Rec partnership need to be ES.

Review Volunteers & Partnerships in OMBIL Gateway pages by end of December.

Alana:

Insert sole source language where it needs to be in CA SOP.

With Heather and Allison try to determine which Rec partnership need to be ES.

Review Economy Act and Military Gateway pages by end of December.

Contact potential NWD replacement candidates.

Titus:

Review Training & National Partners Gateway pages by end of December.

Volunteer webinar in Feb 2016.

Titus/Taylor CA Toolkit webinar when finished in 2016.

Taylor:

Review MOU/MOW and Water Safety Gateway pages by end of December.

Titus/Taylor CA Toolkit webinar when finished in 2016.